

# MicroReview

Editor: David L. Hannum  
AT&T Information Systems

## Something to read

This month I received an overwhelming number of items worth bringing to your attention. After sifting through everything, I found it necessary to hold over several of the new arrivals for the coming issues in 1986 so that I could summarize here some of the new books you might be interested in reading.

*The Personal Robot Book* by Tex Marrs, Tab Books, 1985, \$21.95; and

*Robotics* by Anne Cardoza and Suzee J. Ulk, Tab Books, 1985, \$16.95.

These two books on robotics are valuable for nonprofessionals in the field. *The Personal Robot Book* describes, in lay terms, the historical development of robots, giving descriptions of many past and present-day educational, research-oriented, and "labor-saving" (?) robots. These descriptions include some diagrams and many pictures. If you are a beginner in the field or want to interest someone else in robotics, this would be a good starter.

The second book is titled simply *Robotics*. For anyone interested in careers, education, and training in the robotics field, I suggest this book. Although not totally comprehensive of the entire field, this book gives good background information for anyone considering robotics as a career or seeking training in the area to upgrade their skills and knowledge. The authors provide lists of schools and programs throughout the country, other sources of information, and details on career opportunities in robotics.

Next is a book for the writer/engineer who uses Microsoft Word (MS WORD) as the tool for producing tomes.

*The Word Book* by David Bolocan, Tab Books, 1985, \$16.95.

If you want a book that explains a word processor in terms you and I can understand, this is your book. The text is thorough, easy to use, easy to reference, and it provides practical examples that the MS WORD manual does not offer. Some particularly helpful chapters are:

- Chapter 4, Entering a Document. This chapter gets you started using your word processor without the need to read through the whole text—as is necessary with the manual. It starts by tiptoeing through the keyboard, running words, jogging around the screen, stopping at the Command area, and scrolling with the mouse.
- Chapter 5, Editing Text. Here, you can take a ride on the cursor, select text via the function keys, pitch something in the wastebasket and retrieve it, move around sections of a document, and even learn to undo your own accidents (within reason).

- Chapter 7, Formatting Paragraphs. Now, you can continue on to the paragraph workshop, walking through examples of on-screen formatting, direct key formatting, and many more.

- Chapter 12, Window Operation. You can learn to open windows, manipulate information via the windows, and close windows.

- Chapters 16 and 17, Style Sheets. In this chapter, you can troll through the gallery, attach and detach style sheets, or continue your quest for the ideal formatting scheme.

- Chapter 20, Word to Wordstar. Now, you get a break and use conversions of data.

- Chapters 21, 22, and 23, Spell. You will find this is a little utility of unmeasurable value.

This good, complete text lets your fingers do the walking through the mysteries of word processing.

Next month, I plan to present reviews of two new word processors, a color printer (inexpensive), and more. I appreciate all the cards and letters you've been sending. Your comments and suggestions are welcome.

One last note to the person who wrote me about NAPLPS: You're right. The Canadians should get some credit—and are usually ignored. Sorry.

(Ed. note: See Letters to the Editor on page 88 of this issue.)

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